

**OFFICE OF THE  
TOWN MANAGER**



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**Town of Shrewsbury**

**MASSACHUSETTS 01545-5398**

September 8, 2005

To: Fire Station Building Committee

From: Daniel J. Morgado

Re: Meeting

The next meeting of the Fire Station Building Committee will be **Monday, September 12, 2005 at 6:00 PM** in the Old Selectmen's Meeting Room located at the Municipal Office Building, 100 Maple Avenue to consider the following agenda:

**AGENDA**

1. Call to Order
2. Accept minutes of August 18, 2005 (attached)
3. Review and act on any issues associated with the schematic designs or project narratives for Fire HQ, Station #2 renovation and Cemetery Garage (attached)
4. Review budgets for each of the projects
5. Meet with the Board of Selectmen at 7:00 PM
6. Set meeting schedule
7. Adjourn

Please advise with any questions.

Cc (via Email)      Kaffee Kang  
                         Harold Stuart  
                         Kevin Samara  
                         Richard Ricker  
                         Michael Hale  
                         Angela Snell  
                         Parks and Cemetery Commission

Attachments: August 31, 2005, letter from Kaffee Kang with project narratives and schematic drawings

**FIRE STATION BUILDING COMMITTEE**

**Thursday, August 18, 2005**

**7:00 A.M.**

Present: Bruce Card, Ralph LeBlanc, Robert Cox, Gerald LaFlamme, Anthony Mastromatteo, Daniel Morgado

Absent: Pat Sacco

Also present: Kaffee Kang, Kevin Samara, Michael D'Errico

On a motion by Mr. Cox, second by Mr. Leblanc, the Committee voted to accept the minutes of August 4, 2005.

Ms. Kang presented some ideas of the layout for Station #2 concerning bathrooms and the kitchen area. On a motion by Mr. LaFlamme, second by Mr. Mastromatteo scheme B was selected (dated 8/18/2005).

Ms. Kang presented some designs for the new cemetery garage. The Cemetery Commission will review the designs and advise.

Ms. Kang presented the scope of work for the Fire HQ project. Consensus seemed to be settling on a brick with 6" CMU back-up as opposed to steel stud back-up. This will be priced out both ways.

The Committee reviewed the fee proposal for the Station #2 project. On a motion by Mr. Cox, second by Mr. Mastromatteo the Kang Associated fee proposal dated August 11, 2005, for the Station #2 Project was approved.

The Committee will next meet on September 12<sup>th</sup> when they Committee will appear before the Board of Selectmen.

The meeting adjourned at 8:00 PM

Respectfully submitted,

Daniel J. Morgado  
Town Manager